

Westford Bylaw Review Committee

MINUTES

June 2, 2008

7:30 pm

Millennium School room 4

Present at the meeting were: Lynn Cohen, Chair, Amber Brown and David Chandler

Other attendees: Brian Alcorn

1. Minutes: D. Chandler drafting minutes May 7th, K. Tari for May 12th. The minutes were tabled until the next meeting.
2. Discussion of process document outlining General guidelines for drafting a new or amended bylaw for the public. D. Chandler will upload the current documentation and three ways to submit a bylaw to GoogleDocs for review/version tracking. The decision was made to add a disclaimer informing the petitioner of the effective date of the bylaw change; which, if approved by Town Meeting, must be approved, approved w/deletions, or disapproved by the Massachusetts Attorney General's office; posted twice in the legal notices section of the local newspaper and posted at the Post office for two weeks prior to going into effect. B. Alcorn agreed to review and provide feedback on the revised documentation.
3. Discussion regarding summer meeting scheduling: June 9th meeting canceled. Meetings for August will be canceled. October 13th is a holiday and will be rescheduled for October 6th at our regular time.
4. L. Cohen will invite D. Weir to June 23rd meeting to discuss the proposed trash fee bylaw.
5. Next order of business: General Bylaw Chapter 1, update/verify penalty chart references.
 - Reference K. Tari's e-mail of 1/9/08 11:50 p.m. regarding Bill Turner/Conservation Commission and General Hunting Bylaw vs. adding the CC regulation to Ch. 1.
 - Follow up with P. Starratt regarding whether the associated penalties for Stormwater/Storm Drain Mgmt bylaws will need to be added to the chart.

The meeting adjourned at 8:45 pm.